

English Honors Society Club Constitution

Adopted December 11, 2017

ARTICLE I- Name

The name of this club will be Brookdale's English Club. This is a student organization at Brookdale Community College.

ARTICLE II- Purpose

1. The purposes of this club include;
 - a. To spread awareness of English.
 - b. To support students.
 - c. To make English more accessible.

ARTICLE III- Membership

1. Full memberships in this organization shall only be available to students of Brookdale Community College regardless of race, color, gender, sexual orientation, or political, ethnic or religious affiliation.
2. This organization shall not limit any member in the enjoyment of any right or privilege, advantage or opportunity.
3. To be eligible for a tutoring position, the member must have about a "B" average.
4. Sigma Kappa Delta members must pay a one-time international induction fee of \$30.
5. Members must also have no grade lower than a B in English, have a minimum grade point average of 3.0 (on a 4.0 scale) in general scholarship, and have completed at least one semester or two quarters of college course work for a cumulative total of twelve semester hours. Members **are not required** to be English majors.

6. Any member that fails to attend two meetings a month, or half the number of meetings held, will be given a warning and chance to explain absences before being kicked out.

ARTICLE IV- Executive Board

1. This club will have 5 members on the executive board; President, Vice President, Secretary, Treasurer and CEO-K. Students who serve in these leadership positions must be currently enrolled for a minimum of six college credits (active, not audit status) and must have an acceptable ratio of credits attempted to credits earned (as defined by the college catalog).
2. The active membership elects the members of the Executive Board.
 - a. Nominations will be made at the meeting prior to the election.
 - b. All nominations will be sent to all member prior to the election meeting.
 - c. A nomination may only be re-opened by majority vote
3. The President will act as the overall official, call and preside over meetings, decide on the topic of the meeting and act as the spokesperson for the organization. The Vice President will head special committees, and act in place of the President, in their absence. The Secretary will keep the records of the meetings and formal business, write letters, and keep attendance. The Treasurer will keep the financial record and prepare the budget of the organization. The CEO-K will work intermittently with all executive officers. They will be able to fill any position needed, during a meeting.
4. In the event of a vacancy in any executive officer positions, the runner-up will take the position.

ARTICLE V

1. Meetings will be held once a week, or as often as needed.
2. If a special meeting needs to be called;
 - a. Online- Members will be given 24 hours' notice
 - b. In-Person- Members will be given 48 hours' notice.
 - c. More than one announcement will be made.

ARTICLE VI

1. In order to conduct business, or elect new officers, a minimum of seven members are required to attend a meeting.
2. If this requirement is not met, anything discussed in the meeting will be not be official or on the record.

ARTICLE VII

1. Any question of parliamentary procedure shall be decided by the organization.
2. If members are unable to make a decision, Robert's Rule of Order, the latest edition, will take precedent.

ARTICLE VIII

1. All monies of the organization shall be kept in a special account assigned by the ASBCC and the Office of Student Life & Activities. Use of allocated funds and earned income are governed by the ASBCC Finance Committee Guidelines. Authorized signatures for check disbursements will be kept on file with the ASBCC Treasurer and updated as needed.

ARTICLE IX

1. The advisor should be a regular employee of the College. The duties of the faculty/staff advisor will be as defined in the Role of the Brookdale Club & Organization Advisor.

The advisor may participate in all activities of the organization. Advisor's roles begin July 1, and conclude June 30, of the following year.

ARTICLE X

1. This organization shall abide by all applicable rules and regulations of the College and under the privileges as granted by the ASBCC. The rules and regulations are found in such documents as the Brookdale Community College Catalog, The Student Handbook, as well as the general regulations of the college as provided by the Board of Trustees, the State of New Jersey, and the Federal Government.
2. If a rule of directive from the parent organization is in conflict with the ASBCC rules, guidelines, or policies, then the ASBCC rules, guidelines, or policies takes precedent unless the ASBCC and Office of Student Life & Activities makes an exception. If a rule or directive is in conflict with Brookdale Community College regulations or policies, then the BCC regulations or policies take precedent.

ARTICLE XI- Amendments

1. This constitution may be amended by a two-thirds vote of the membership, provided the amendment was submitted in writing at a previous regular meeting, and notice of the proposed amendment was given to all members at least one week before the meeting on the constitutional amendment. Before becoming effective, all amendments must be approved by the Student Life Board and Director of Student Life & Activities, following procedure for recognition.